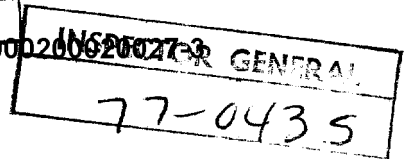


DD/A Registry

Approved For Release 2002/06/13 : CIA-RDP80-00473A000200020027-3



**Administrative - Internal Use Only**

4 MAR 1977

MEMORANDUM FOR: Deputy Director for Administration  
FROM : John H. Waller  
Inspector General  
SUBJECT : Guidance on Monitoring and/or Recording  
of Telephone Calls

The ADCI approved the attached draft guidance concerning the subject on 1 March 1977. Please arrange to have it issued as an official Headquarters Notice to all employees.



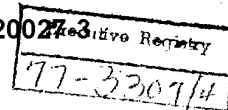
John H. Waller

STATINTL

Attachment: a/s

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**Administrative - Internal Use Only**

1 MAR 1977

NOTICE

SUBJECT: Monitoring or Recording of Telephone Conversations

No officer or employee of the CIA shall direct, arrange for, permit, or undertake the monitoring or recording of any telephone conversation without the express consent of all persons involved in the conversation. Any deviation from this rule must be approved by the DCI or DDCI. Requests are to be made through the IG.



E. H. Knoche

STATINTL

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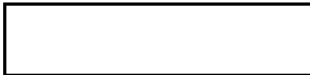
STATINTL

MANAGEMENT

  
8 March 1977

MONITORING OR RECORDING OF  
TELEPHONE CONVERSATIONS

No officer or employee of the CIA shall direct, arrange for, permit, or undertake the monitoring or recording of any telephone conversation without the express consent of all persons involved in the conversation. Any deviation from this rule must be approved by the Director of Central Intelligence or the Deputy Director of Central Intelligence. Requests are to be made through the Inspector General.

  
E. H. Knoche  
Acting Director of Central Intelligence

STATINTL

DISTRIBUTION: ALL EMPLOYEES